



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://cao.co.la.ca.us>

DAVID E. JANSSEN  
Chief Administrative Officer

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE BRATHWAITE BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

March 30, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**ACCEPT GRANT FUNDS FROM THE DEPARTMENT OF HOMELAND SECURITY'S  
FEDERAL EMERGENCY MANAGEMENT AGENCY AND APPROVE  
APPROPRIATION ADJUSTMENTS FOR 2003 COMMUNITY EMERGENCY  
RESPONSE TEAM (CERT) GRANT AND SUPPLEMENTAL FUNDS (ALL  
SUPERVISORIAL DISTRICTS AFFECTED) (4 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Accept \$236,000 in grant funds from the 2003 Federal Emergency Management Agency (FEMA) Grant for Community Emergency Response Teams (CERT). This grant is part of a nationwide Homeland Security effort to engage citizens in volunteer efforts aimed at helping their communities become safer, stronger, and better prepared for preventing and handling terrorism, crime, and disasters.
2. Accept \$117,000 in grant funds from the 2003 Federal Emergency Management Agency (FEMA) Supplemental Emergency Management Performance Grant (EMPG). This grant assists local governments to develop and maintain the level of capability to prepare for, mitigate, respond to, and recover from emergencies and disasters.
3. Approve Appropriation Adjustments in the amount of \$353,000 to recognize additional funding from these grants in 2003-04 (Attachment A).

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Department of Homeland Security (DHS) has released grant monies to establish and support local CERT programs. DHS has released additional funding for the FFY 2003 Emergency Management Performance Grant (EMPG) program. This is a supplement to the \$1,044,806 EMPG grant that was already awarded to the Los Angeles County Operational Area (OA) for Federal Fiscal Year 2003. The additional funds can be used to offset personnel costs, to complete small projects, or to support Citizen Corps activities.

The Board has given the Chief Administrative Office, Office of Emergency Management (OEM), authorization to administer these grants. OEM has already applied for, and been awarded, these grants on behalf of the Los Angeles County Operational Area. Appropriation authority is needed to meet the objectives of these grants.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

Access to these grant funds addresses the following County Strategic Plan goals:

- Goal No. 1: *Service Excellence*, Strategy 1 – Develop standards for user-friendly service by providing assistance to local governments by increasing their Emergency Operations Center and communication capabilities with the Disaster Management Area Coordinators and their jurisdictions.
- Goal No. 2: *Workforce Excellence*, Strategy 2 – Create a positive workforce by providing assistance to develop the tools necessary to respond to any emergency, including terrorism.
- Goal No. 3: *Organizational Effectiveness*, Strategy 3 – Collaborate across functional and jurisdictional boundaries by supporting the development of CERT teams and increasing the availability of CERT training in the Operational Area.
- Goal No. 4: *Fiscal Responsibility*, Strategy 2 – Invest in public infrastructure by providing grant funds to develop and maintain CERT programs in the Operational Area to encourage volunteerism and better prepare the community to respond to terrorism.

The Honorable Board of Supervisors  
March 30, 2004  
Page 3

- Goal No. 5: *Children's and Families' Well-Being*, Strategy 2 – Engage departments in planning efforts towards achieving the five outcomes for children and families by enhancing their safety and survival.
- Goal No. 8: *Public Safety*, Strategy 3 – Expand the capacity of County departments to utilize CERT volunteers to assist in preparedness and response efforts for terrorism and other disasters.

#### **FISCAL IMPACT/FINANCING**

The CERT grant is fully funded by FEMA. There is no cost-share or matching fund requirement.

The 2003 EMPG Supplemental Grant requires a 50/50 match. The grant will be matched by personnel costs. To allow adequate time for the completion of projects identified in the grant application, there is a 12-month extension for grant deliverables to September 30, 2004.

Approval of the Appropriation Adjustment will increase OEM's 2003-04 Budget by \$353,000. The CERT funds will be used for the following: 1) complete implementation of the Citizen Corps/CERT website; and 2) support the purchase of CERT equipment and supplies for CERT programs in the eight Disaster Management Areas to educate and train residents in CERT.

The EMPG Supplemental Grant will be used to enhance communications with jurisdictions in the event of an emergency by evaluating alternate methods of communication between and among the County, the Disaster Management Area Coordinators and their jurisdictions (satellite phones, video teleconferencing, etc.), and to bring in a consultant to work in concert with Emergency Network Los Angeles (ENLA), INFO LINE of Los Angeles, American Red Cross, and the Citizen Corps website designer to ensure the widest possible participation of government and non-profit organizations in the Operational Area Citizen Corps Council and website.

The Honorable Board of Supervisors  
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Page 4

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Governor's Office of Emergency Services and the Governor's Office on Service and Volunteerism provided the Los Angeles County Operational Area with specific guidelines for the administration and management of these grants. These guidelines detail the activities and expenditures that are allowable.

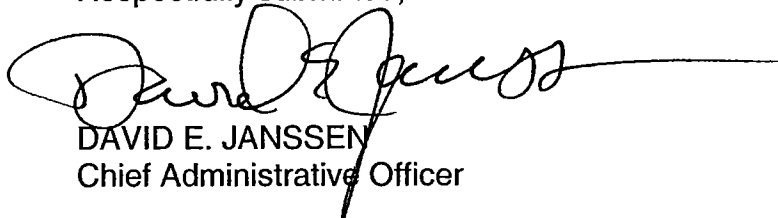
**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Emergency planning is a critical responsibility of local government. These funds will assist local governments plan and be better prepared for all hazards, including a terrorism event.

**CONCLUSION**

Upon execution by the Board of Supervisors, please send an adopted copy of this action to the Office of Emergency Management for processing.

Respectfully submitted,



DAVID E. JANSSEN  
Chief Administrative Officer

DEJ:CP  
SS:cm

Attachments

c: Executive Officer, Board of Supervisors  
County Counsel  
Auditor-Controller  
County Fire District

76R 352M 11/83

BOARD OF  
SUPERVISORS  
OFFICIAL COPYCOUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S.  
No. 060DEPARTMENT OF ~~CHIEF ADMINISTRATIVE OFFICE~~ February 12<sup>9</sup> 2004

## AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

4 VOTES

Fiscal Year 2003-04

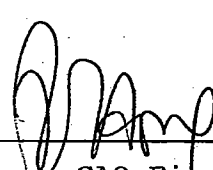
## SOURCES:

Chief Administrative Office  
Emergency Preparedness & Response  
Intergovernmental Revenue - State  
A01-BS-12600-8831  
\$236,000

## USES:

Chief Administrative Office  
Emergency Preparedness & Response  
Services and Supplies  
A01-BS-12600-2000  
\$236,000

Appropriation Adjustment is necessary to accept funding for the 2003 FEMA Community Emergency Response Team (CERT) grant. This adjustment will recognize \$236,000 in grant funds awarded by the Federal Emergency Management Agency through the Governor's Office on Service and Volunteersim. These funds will be used to complete the implementation of the Citizen Corps/CERT website as well as fund existing CERT training programs within the County.

  
 Rick Hong, CAO Fiscal Officer

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR

ACTION

✓ RECOMMENDATION

AUDITOR-CONTROLLER BY *Helen Fung*

No. 229

3-17 2004

APPROVED AS REQUESTED

AS REVISED

3/12 2004

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

19

BY

DEPUTY COUNTY CLERK

COUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S.  
No. 060

DEPARTMENT OF CHIEF ADMINISTRATIVE OFFICER

February 12<sup>th</sup> 2004

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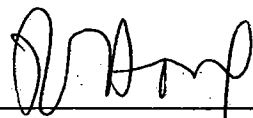
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Appropriation Adjustment is necessary to accept funding for the 2003 FEMA Supplemental Emergency Management Performance Grant. This adjustment will recognize \$117,000 in grant funds awarded by the Federal Emergency Management Agency through the Governor's Office of Emergency Services. These funds will be used to evaluate alternative methods of communications with jurisdictions in the event of an emergency, and hire a consultant to work with Citizen Corps Councils and nonprofit agencies within the County to get them registered on the Citizen Corps/CERT volunteer website.

  
 Rick Hong, CAO Fiscal Officer

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✓ RECOMMENDATION

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BY

No. 230

3-17

2004  
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AS REVISED

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APPROVED AS REQUESTED

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APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

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AUDITOR-CONTROLLER BY

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BY

Attachment A

BOARD OF  
SUPERVISORS  
OFFICIAL COPY

76R 352M 11/83

COUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S  
No. 060

DEPARTMENT OF CHIEF ADMINISTRATIVE OFFICER

February 12, 2004

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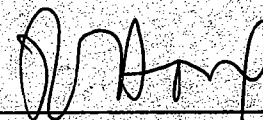
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RECOMMENDATION

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CHIEF ADMINISTRATIVE OFFICER

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